



# Regular City Council Meeting

Minutes

Monday, September 12, 2022 at 5:00 pm

Location: City Hall Council Chambers

102 Main Street. Sanborn, Iowa 51248

## 1. Call to Order

### Minutes:

Mayor Randy Lyman called the meeting to order at 5:00 p.m.

## 2. Roll Call

### Minutes:

Councilmen present: Brian Visser, Aaron Wiekamp, Tim Devitt, and Larry Reitsma.

Councilmen Absent: Jerry Back. Others present: Jane DeGroot, Arlene Van Beek, Marsha Elgersma, Caresa Carney, Kevin Koerselman, Jon Jennings, Adam Roelfs, Amber Jederberg, and Jim Zeutenhorst.

## 3. Adopt Agenda

### Minutes:

Motion Devitt, seconded by Reitsma to approve the agenda. Roll call was taken.

### Vote results:

Ayes: 4 / Nays: 0

## 4. Visitors

### Minutes:

Visitor Kevin Koerselman updated the Council on several matters at the golf course. Koerselman indicated an interest in adding a 3-bay commodity bay at the course that would allow the greenskeeper to store sand, dirt, and potentially mulch. Koerselman also discussed the options they are looking in to for an overhaul on the existing irrigation. The Golf Board is inquiring about the potential of a fundraising effort with a city match on donations to pay for the irrigation updates and upgrades. The Council requested that Koerselman provide estimates on the project when they become available.

Visitors DeGroot, Van Beek, Carney, and Elgersma came to express their concerns about the removal of the trail access near Walker Street and requested that the Council consider putting a trail access back in.

## 5. Consent Agenda

### Minutes:

A motion was made by Visser and seconded by Devitt to approve the consent agenda, moving item f: "A Resolution to Approve the Updated Employee Handbook for the City

of Sanborn, IA" to new business. The following consent agenda items were approved:

a. Approve Minutes of August 8th, 2022 Meeting  
b. Approve September 2022 Bills  
c. Resolution #2022-13 "A Resolution Directing the Clerk to Publish Notice of Hearing on the Adoption of the Proposed 'Code of Ordinances of the City of Sanborn, Iowa'"  
d. Resolution #2022-14 "A Resolution Setting Date for Public Hearing on Urban Renewal Plan Amendment for the Sanborn Northeast Urban Renewal Area"  
e. Resolution #2022-15 "A Resolution Setting a Date of Meeting at Which It Is Proposed to Approve a Development Agreement with John and Amy VanderHaag Living Trust/Yesterday's Memories, Including Annual Appropriation Tax Increment Payments"  
f. Moved to New Business  
g. Pay Request #3 - Beck Excavating, Inc.  
h. Pay Request #4 - RP Constructors, LLC  
Roll call was taken.

**Vote results:**

Ayes: 4 / Nays: 0

- a. Approve Minutes of August 8th, 2022 Meeting**
- b. Approve September 2022 Bills**
- c. RESOLUTION #2022-13 "A RESOLUTION DIRECTING THE CLERK TO PUBLISH NOTICE OF HEARING ON THE ADOPTION OF THE PROPOSED 'CODE OF ORDINANCES OF THE CITY OF SANBORN, IOWA'"**
- d. RESOLUTION #2022-14 "A RESOLUTION SETTING DATE FOR PUBLIC HEARING ON URBAN RENEWAL PLAN AMENDMENT FOR THE SANBORN NORTHEAST URBAN RENEWAL AREA"**
- e. RESOLUTION #2022-15 "A RESOLUTION SETTING A DATE OF MEETING AT WHICH IT IS PROPOSED TO APPROVE A DEVELOPMENT AGREEMENT WITH JOHN AND AMY VANDERHAAG LIVING TRUST/YESTERDAY'S MEMORIES, INCLUDING ANNUAL APPROPRIATION TAX INCREMENT PAYMENTS"**
- f. RESOLUTION #2022-16 "A RESOLUTION TO APPROVE THE UPDATED EMPLOYEE HANDBOOK FOR THE CITY OF SANBORN, IOWA"**
- g. Pay Request #3 - Beck Excavating, Inc.**
- h. Pay Request #1 - RP Constructors, LLC**

**6. City Administrator Report**

**Minutes:**

Zeutenhorst updated the Council on several ongoing projects in the Community.

- The Wastewater Superintendent is requesting upgrades on the East Lift Station. The upgrade would provide larger pumps and baskets, and potentially the addition of a grinding component since larger blockages are common at that lift station. The project would range from \$40,000 to \$50,000.
- Fuller and Sons out of Ruthven is hoping to be here in the next 2 weeks to start on the 2nd and 3rd street overlay project.
- Zeutenhorst informed the Council that we have 100% of our 3-year natural gas average purchased at \$4.50 per MCF. Winter gas is currently trading at \$10.50 per MCF.
- We have received the second and final portion of ARPA funding.
- Soil Boring will begin on September 19th for the railroad culvert project.

**7. City Clerk Report**

**Minutes:**

Jederberg informed the Council that an application has been submitted for the Rural Enrichment Grant through the State of Iowa. The application requested funds for a City Pocket Park in the Maris Estates Subdivision. The Pocket Park would provide a covered shelter with seating, and two Pickleball courts. We will receive notice of approval by September 30th.

## 8. Old Business

### a. Trails Discussion

#### Minutes:

Further discussion was held regarding the matter of the trail access near Walker Street. Motion Devitt, seconded by Reitsma to put in a trail access straight off of Walker Street and connect with the existing trail. Roll call was taken.

#### Vote results:

Ayes: 4 / Nays: 0

### b. Maris Estates

#### Minutes:

The Council requested that 35 mph speed limit signs be posted on the paved portion of 330th Street, and stop sign be added.

## 9. New Business

### a. Presbyterian Church Discussion

#### Minutes:

Upper Des Moines Opportunity has requested a location in Sanborn to offer a food pantry once per week to the residents of Sanborn. UDMO would provide the freezer for food storage and staff the location with volunteers each week. It was the consensus of the Council to allow UDMO to utilize the Presbyterian Church for the food pantry.

### b. Storm Water Utility Discussion

#### Minutes:

Zeutenhorst provided the Council with information on Storm Water Utility charges in other Iowa communities.

### c. RESOLUTION #2022-16 "A RESOLUTION TO APPROVE THE UPDATED EMPLOYEE HANDBOOK FOR THE CITY OF SANBORN, IOWA"

Moved from Consent Agenda

#### Minutes:

The Council tabled this matter until the next meeting with the request that we look in to the Pregnancy Leave portion of the handbook and make revisions if necessary.

## 10. Adjourn

#### Minutes:

There being no further business to come before the board, Motion Visser, seconded

by Wiekamp to adjourn at 6:55 p.m. The next regularly scheduled Council meeting will take place on Monday, October 10th at 5:00 p.m. in the Council Chambers at City Hall.

**Vote results:**

Ayes: 4 / Nays: 0

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Contact: Amber Jederberg, City Clerk ([cityclerk@sanborniowa.gov](mailto:cityclerk@sanborniowa.gov) 712-930-3842) | Minutes published on 09/19/2022 at 11:34 AM